



TOWN OF CONCORD

Town Manager's Report

Week Of: September 14th 2015

Committee and Board Training Saturday September 19th

The Select Board is sponsoring an orientation program for all citizens serving on Concord's boards and committees, both new and returning. Staff liaisons to boards and committees are also invited. The program will be held on **Saturday, September 19 from 8:30 am to 11:30 am** in the Learning Commons on the second floor of the new CCHS. **Please pre-register for the program** at www.ace.colonial.net (>browse courses > Course Category "Public Service") or by phone at 978-318-1432. The workshop is free, but pre-registration is required. An accompanying reference handbook will be made available to attendees, and will be available online following the meeting. We urge all committee and board members and liaisons to attend and participate—guaranteed to be three hours well-spent! A continental breakfast will be served beginning at 8:00 am.

As of today, there are about 50 registrations. The following list represents the boards/committees who will have at least one attendee:

Board of Assessors, Board of Health, Board of Registrars, Cemetery Committee, Commission on Disability, Community Preservation Committee, Comprehensive Sustainable Energy Committee, Concord Housing Authority, Council on Aging Board, Cultural Council, Finance Committee, Historic Districts Commission, Hugh Cargill Trust Committee, Library Committee, Light Board, Natural Resources Commission, Personnel Board, Planning Board, Public Ceremonies & Celebrations Committee, Public Works Commission, Select Board, Tax Fairness Committee, Tax Relief Committee, and the 2229 Main Street Advisory Committee.

The following list represents boards /committees of which no one has registered: the Historical Committee, Board of Appeals, Recreation Commission, Agricultural Committee, Bruce Freeman Rail Trail Committee, Youth Coordinator Advisory Board, White Pond Advisory Committee, and Retirement Board.

Ag Day– September 12th and 13th

Excellent turnout for Ag Day 2015.



Photo Credit: Steven Ng

Finance

Town Manager issues FY17 budget preparation instructions to Town Departments

The Finance Department is today issuing instructions to Town Departments for development of the Town's operating budget for the fiscal year that begins 7/1/16 and ends 6/30/17 (referenced in shorthand form as "FY17"). The Town Manager's budget recommendations and his capital program for the five-year period FY17-21 will be submitted to the Select Board on December 28th. The Finance Committee will also be at work this fall preparing FY17 budget guidelines for the Town and School budgets. Public Hearings are scheduled for Feb 1st and 3rd, in advance of the 2016 Annual Town Meeting set for next April 4th.

Just a reminder that the Concord Town House hours have reverted to the following:

Monday through Friday: 8:30am-4:30pm.



HUMAN SERVICES DIVISIONS

RECREATION • COUNCIL ON AGING • COMMUNITY SERVICES • YOUTH SERVICES • VETERANS OUTREACH

Veterans Services

Our Veterans Services Officer was in attendance at a meeting with the Worcester County Veterans' Services Association for a discussion on upcoming veterans conferences and the certification of veteran agents.

The Veterans Services Officer also provided information to the Concord Fire Department with regards to obtaining a large American flag that could be displayed from their 110 foot ladder for special events.

The Veterans Services Officer contacted a local veteran who has no transportation and delivered groceries to the veteran that came from "Open Table".

Community Services

Volunteers and Walkers needed!

Participate in the Concord-Carlisle/Metro West Out of the Darkness Walk on October 4th to raise awareness about suicide prevention. This annual event was started in 2011 by CCHS students. The event will feature a 3-mile walk around Concord, food, beverages, a memory wall, information and more. Proceeds raised from this walk allow CC Youth Services to offer free community outreach and training programs sponsored by the American Foundation for Suicide Prevention. The event begins at 4:00pm at Hunt Recreation Center. Search for <http://afsp.donordrive.com>, MA Walks and choose Concord-Carlisle or contact:

jclarke@concordma.gov

CONCORD PUBLIC WORKS

ADMINISTRATION • ENGINEERING • HIGHWAY & GROUNDS • SOLID WASTE & RECYCLING • WATER & SEWER

Fall Sports Field and Open Space Over seeding Program

Concord Public Works has maintained a policy of pesticide and herbicide avoidance and restricted use on CPW managed sports fields and lawn areas for almost 30 years. To achieve this goal, CPW maintains turf areas through the use of proper horticultural and agronomic practices. Proper agronomic and horticultural practices include 1) applying fertilizer and lime based on results from soil analysis; 2) mowing with well-maintained equipment; 3) managing irrigation systems to provide sufficient moisture levels in the soils without over-watering; and 4) over seeding using a slit-seeder or aerator. CPW has started the annual fall over seeding program and will be continuing over the next few weeks. Irrigated areas, particularly sports fields, are over seeded with a mixture of high quality Kentucky bluegrass seed varieties and non-irrigated areas are over seeded with a mixture of high quality Tall Fescue seed varieties. To complete this program, 2,500 pounds of Kentucky bluegrass seed and 3,700 pounds of Tall Fescue seed will be used.

Business Recycling Event

The fall business recycling event is scheduled for Friday, October 2nd. This semi-annual event will be held at the 300 Baker Ave. parking lot from 9 AM -12 PM, and is a great opportunity for Concord businesses to recycle old computers, fluorescent bulbs, printers, and other electronics. Doc Shredding Corp. will be providing document shredding services (documents collected will be shredded at Doc Shredding Corp.'s Plainville, MA secure / alarmed facility). Cost will be \$5.00 per box.

Pre-registration is required for electronics recycling. Concord businesses can pre-register by calling Complete Recycling Solutions at (866) 277-9797.

DropOff-SwapOff Event

The fall DropOff-SwapOff is scheduled for Saturday, October 17th, 9:30 AM-3:00 PM. There will also be an "early SwapOff" on Friday, October 16th, from 11 AM-2 PM, weather permitting. The early SwapOff was developed in an effort to alleviate traffic on Saturday and provide residents with another option to bring in items for SwapOff, should they not be able to bring items to SwapOff on Saturday. Please note that labor will not be provided for unloading, and browsing / removal of items is not permitted at the early SwapOff. Once again, SHARPS and unwanted medications will be collected at the DropOff portion of the event on Saturday, October 17th. For a complete list of items collected and additional information, residents can visit www.concordma.gov, or call (978) 318-3240.



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2015 Roads Program

Project contractor Lazaro Paving and subcontractor Fenton and Son continued to make progress on the various streets the week of September 7th. Highlights included finalizing fine grading and compacting, testing, and surveying the grades within the Southfield/Riverdale neighborhood prior to installation of binder course pavement on September 9th and 10th. On Tuesday, September 7th, Lazaro milled the remaining portion of Fitchburg Tpke in preparation for paving on Saturday September 12th. Work anticipated for the week of September 14th includes the adjustment of castings in the Southfield/Riverdale neighborhood in anticipation of final paving and blending driveway aprons as needed on Belknap St.

Plastic Bag Reduction Bylaw

The Plastic Bag Reduction Bylaw (Warrant Article 35) was approved by the Attorney General on July 30, 2015. The Town Manager has designated Concord Public Works to enforce this new bylaw (effective January 1, 2016). The Plastic Bag Reduction Bylaw bans the use of thin-film single-use plastic bags for checkout in Concord retail stores and grocery stores.

Richard Reine, Public Works Director and Rod Robison, Environmental Services Program Administrator, met with the petitioner, Scott Richardson, on September 4th to discuss outreach strategy and protocol. Concord Public Works will be partnering with Mr. Richardson in the months ahead to educate business owners about the new bylaw. Outreach will include mailers, flyers, and public information meetings. For questions pertaining to the bylaw, contact Concord Public Works at (978) 318-3240 or via e-mail: cpw.info@concordma.gov.

Water Distribution System - Leak Detection

New England Water Distribution Services, LLC, of Windham, New Hampshire, has been awarded a contract to perform leak detection services targeting the northern half of the water distribution system beginning the week of September 8th. The survey of approximately 75 miles of water mains is expected to be completed within 3 weeks.

2015/2016 Water Main Replacement Program – Hunters Ridge Road

Within the next few weeks, Cedrone Trucking (North Billerica, MA) is scheduled to begin replacement of over 3,100 feet of 8-inch water main along Hunters Ridge Road. The CPW Water Division will be working closely with the CPW Engineering Division on project coordination and inspection activities.

Walden Street Sidewalk Extension

Work on a 300-foot sidewalk extension along Walden Street from Magnolia Street to the Concord Police/Fire Station is scheduled to begin at the end of September. The project scope includes the installation of a 300-foot gravel sidewalk, a lot curb and four accessible curb ramps. The project was funded through a public/private partnership. The CPW Engineering Division has scheduled a pre-construction meeting with the abutting residents to review the construction schedule and impacts.

97 Thoreau Street Pocket Park

Project contractor Pecora Contracting is nearing substantial completion on the sustainable pocket park construction. Remaining work includes the installation of the plantings, interpretative signs and the tree for the tree box filter. Pecora anticipates completing the remaining items and project clean up by the week of September 14th.





Department of Planning & Land Management

BUILDING INSPECTION • PLANNING • NATURAL RESOURCES • BOARD OF HEALTH • ZONING

Natural Resources

Conservation Coffees- The Division of Natural Resources held the first Conservation Coffee of the season this week. Topics of interest included the restoration work occurring on the Rogers Land at 6A Harrington Road, the Bruce Freeman Rail Trail, White Pond, Drop-off Swap-off occurring on October 17th and, the Farm and Garden Fair happening September 12-13th. The next Conservation Coffee will be held on October 6th at 7:30 AM in the first floor conference room at 141 Keyes Road.

Conservation Land Abutter Letter- Staff have received many calls in response to a letter sent last week to all abutters of Town conservation land regarding potential encroachments. The intention of this letter was not to identify encroachment activities but to inform residents to be mindful of their property boundaries. Abutters to Town land are largely respectful and are good stewards of the land, but several instances have arisen over the summer where encroachment has occurred, which prompted this letter. We thank our neighbors for all they do to help us protect Concord's valuable natural resources.

Planning Division

Housing Production Plan 2015: A press release announcing planning efforts and public participation opportunities to provide input in the next Housing Production Plan was submitted for publication to the Concord Journal and posted on the Town's web page. A questionnaire will be available on-line beginning September 17th through October 14th and a workshop 6:30 p.m. is scheduled for Tuesday, October 6th at the Harvey Wheeler Community Center.

Bruce Freeman Rail Trail: MassDOT hosted a site visit to the Assabet River abutments on Tuesday to discuss potential impacts of installing a bridge over the Assabet River in the former location of the railroad bridge under the Wild & Scenic River designation. Representatives from the Town, National Park Service, Greenman-Pedersen, Inc. and OARS attended the site visit. NPS staff and OARS will be providing comments by the end of September.

Health Division

Septic system permitting: 1 septic system plan reviewed and 1 septic permit issued; 2 Deep test holes and 5 septic field inspections; 1 Building Review and 1 Certificate of Compliance issued.

Food service:

- 1 routine food inspection; 3 restaurant complaint investigations; 1 re-inspection of a food establishment; 4 temporary food permits issued.
- Stone Soup event, September 20—Worked with event coordinator Jen Verrill and food service vendors for issuance of temporary food permits for Stone Soup.
- Updated Health Division webpage to add permitting information for large Temporary Events which may require multi-departmental permits.

White Pond algae bloom: A public health advisory continues to be in effect for White Pond due to an ongoing algae. The pond was sampled by MDPH on Wednesday 9/9. MDPH recommends that the visible algal scum be absent for 2 weeks before lifting the water use advisory and recommends that the water use advisory remain in place until the pond can be sampled next week. MDPH will continue to sample weekly and will advise the Health Division when the water use advisory should be lifted.

Mosquito Surveillance: MDPH has announced several human cases of West Nile virus in the state this year. Residents should be aware that Aug. and early Sept. are the time most people are exposed to infected mosquitoes. Check your risk levels throughout the season by going to www.mass.gov/dph/mosquito and make sure you know what to do to protect yourself.

Building Inspections Division

Welcome to new Part-time Local Inspector: The Building Inspections Division welcomes the arrival of Pat Sands, as a new part time local inspector.

Zoning Board of Appeals meeting of 9/10: The ZBA granted the following: a Special Permit (SP) for a Special Home Occupation to operate a professional office at 105 Walden Street; a SP for the alteration and use of a building existing at the time its lot is placed in a single residence district as a two-family structure at 519 Bedford Road; a SP to allow change to a non-conforming structure, so that the new structure is more than 50% greater than the gross floor area of the existing structure at 46 Hill Street; to Concord Country Club, a SP and Site Plan Approval to reconfigure the driveway entrance, construct an additional paddle court and bathroom/changing room, expand the parking lot, and demolish an existing dwelling at 246 Old Road to Nine Acre Corner; to Brookside Square Owner, LLC, for an Amendment to an existing SP to amend Condition #8 of the existing SP and relief from the required parking spaces for a 120 seat restaurant at 70-80 Beharrell Street & 13B Commonwealth Ave. The application to operate a tourist home or bed and breakfast at 65 Whittemore Street was withdrawn without prejudice.